

**NOTICE OF INTENT TO RETURN TO ACTIVE DUTY AFTER  
TEMPORARY SEPARATION**

From: (Applicant)

To: Commander, Coast Guard Recruiting Command

[or if a reservist] To: Commander, Coast Guard Personnel Command (CGPC-opm or CGPC-epm)

Subj: NOTICE OF INTENT TO RETURN TO ACTIVE DUTY AFTER TEMPORARY SEPARATION

1. I hereby notify you I intend to return to Active Duty on **[INSERT DATE]** under the provisions of the temporary separation policy. I understand on return to Active Duty, I will enlist in or be appointed to the same grade or rate last held while serving on Active Duty.

2. I understand I must have a current physical examination. I will perform necessary travel to fulfill this requirement at my own expense with no cost to the Government.

3. I declare I am not drawing and do not have a claim pending for a pension, disability allowance, disability compensation, or retired pay from the United States Government.

4. (OFFICERS ONLY select one) I understand that upon my return to active duty a National Agency Check will be conducted to determine whether I am qualified to hold a commission as a United States Coast Guard officer. If the check reveals I am not eligible for a security clearance, I may be subject to separation. [OR] I have been affiliated with the Reserve and my NAC is current. OR (CWO COMMS ONLY select one) I understand a Background Investigation will be conducted to determine whether I am qualified for the COMMS Warrant Officer specialty in the United States Coast Guard. If the check reveals I am not eligible for a favorable background investigation, I may be subject to separation. [OR] I have been affiliated with the Reserve and my NAC is current.

5. (OFFICERS) I understand I must complete all Officer Evaluation System requirements.

6. My current home address is:

**[STREET ADDRESS]**

**[CITY, STATE, ZIP]**

**[TELEPHONE NUMBER]**

Member's signature

Subscribed and Sworn to before me this **[NO.]** day of **[MONTH]**, **[YEAR]**.

Notary Public/Coast Guard Officer

Copy [If in the USCGR]: Commander, (CGPC-rpm)